



higher education
& training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

Call Centre and Client services

DHET Toll free number: 0800 872 222

Fax number: 012 321 1324

Email: Callcentre@dhet.gov.za

YOUR FREQUENTLY ASKED QUESTIONS (FAQs) (Questions with ... Answers)

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SECTION 1: FINANCIAL AID

1. What's the difference between a student loan, a scholarship and a bursary?

- Student Loan: National Students Financial Aid Scheme (NSFAS): The student is expected to pay back the capital amount plus interest.
- Bursary: The student does not have to pay back any amount of money but some students have work back conditions.
- Scholarship: An amount of money given by a school, college, university or other organization to pay for the studies of a person with great academic ability but limited funds.

2. How do I know which of these three options is best for me?

- The one that's best for you is the one where you meet its requirements and which suits your needs.

3. Who qualifies to apply for the NSFAS?

- NSFAS is available to University and Technical and Vocational Education and Training (TVET) college students.

4. Does the Department offer bursaries to TVET College students other than the NSFAS?

- Yes, The DHET has established the DHET TVET College Bursary Scheme for financially needy and academically talented students and these are full bursaries that do not need to be paid back.

5. Does the Department offer any financial assistance to study at private Colleges and private Universities?

- No

6. Do I have to be an A-average student to qualify for a bursary or scholarship?

- You don't necessarily have to be an A-average student; but you do need to meet the requirements of the institution that you are applying to.

7. What can I do to better my chances of receiving financial aid?

- You have to lodge your bursary or loan application with various financial aid schemes for which you meet the requirements / criteria for granting a loan.

8. If my parents have a low-income can I still qualify for a student loan?

- Yes; but it is also dependent on the requirements of the specific student loan.

9. What if I'm an orphan?

10. You still have to lodge a bursary application like everyone else and you have to meet the requirements/ criteria.

11. Must I be admitted to study at a tertiary institution before I can apply for financial aid?

- No; you can lodge applications for admission as well as for financial aid simultaneously.

12. When should one start applying for financial aid?

- It is advisable to apply for financial assistance a year preceding your academic year. You will have to contact the institution of your choice in regard to its specific deadline for the submission of bursary or loan applications.

13. Who qualifies for a student loan?

- A South African citizen with a bar-coded identity document.
- Enrolled at a TVET College or a University in South Africa.
- It is also dependent on the requirements of the funder. However in most instances you will be required to be in dire need of financial assistance and be able to demonstrate potential for academic success.

14. If I qualify for a bursary or loan during my first year does this better my chances of a second year bursary or loan?

- It does not necessarily better your chances of a second year bursary or loan; you will still be required to lodge an application and meet the requirements and terms and conditions of the loan or the bursary.

15. Where can I go to for advice on financial aid if I don't have internet or computer access?

- You can contact an institution of your choice. You can also contact the DHET call centre at **0800 87 22 22** or the Career Advice Helpline at **086999 0123** for advice as well as NSFAS head office on **021 763 3232**

SECTION 2: PRIVATE COLLEGES AND PRIVATE UNIVERSITIES

16. How can I ascertain that I am applying to a registered college/university?

You must ask yourself the following questions before entering into an agreement with a private institution:

- Is the institution registered with the DHET, the Quality Council for Trades and Occupations (QCTO) and the Sector Education and Training Authority (SETAs)?
- Is the certificate for registration displayed?
- Does the institution offer the qualification you are interested in?
- Is the respective qualification listed on the certificate?
- Can the institution provide a brochure with all the details including the accredited qualifications
- Can it provide a sample copy of a learning contract and/or registration forms?

17. Where can students verify if a private college/university is registered with the Department?

- The DHET advises students who may aspire to pursue their studies at private colleges to check their registration status before they register at those colleges. The DHET call centre number is 080087 2222 and the e mail address is callcentre@dhet.gov.za. The Register of private FET colleges is available on the DHET website. The website address is www.dhet.gov.za.

18. What constitutes a valid proof of registration of a private college with the DHET?

- Only a certificate of registration or provisional registration signed by the Director-General of the Department of Higher Education and Training is a valid proof of registration. The certificate of registration will indicate the college's legal name, the registration number and the approved/ accredited qualifications.

19. How can the public determine the validity of qualifications obtained from a private college?

- The public can determine the validity of the qualifications or certificate by contacting the Department of Higher Education and Training at 080 087 2222 and the email address is callcentre@dhet.gov.za. The details of the

registration status of private colleges are also available on the Department's website. The address is www.dhet.gov.za

20. What are the requirements for registration?

- For a college to be registered, it must provide documentary proof that it complies with the following requirements:
 - a. Accreditation report issued by Umalusi
 - b. Occupational health and safety report
 - c. Audited annual financial statements
 - d. Financial surety
 - e. Income tax certificate

SECTION 3: TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING COLLEGES (TVET COLLEGES)

21. What are the entry requirements for the TVET Colleges?

- Grade 9 pass or Grade 12 certificate
- NQF Level 1 qualification
- An approved bridging programme designed for access to NQF Level 2.
- Recognition of Prior Learning Assessment (RPL).

22. What is a National Certificate Vocational (NCV) qualification?

- A full year programme of study that enables students to apply for jobs.

23. What are Nated (N) courses?

- The N Programmes focus on developing artisans. They are offered in N1 to N3 Engineering programmes and N4 to N6 in areas of Agriculture, Art and Music, Business studies, Social Services, Utility Studies and Engineering.

SECTION 4: CERTIFICATES AND DIPLOMAS

24. Where can I enquire about the Certificates and Diplomas?

- Contact the DHET Call Centre

25. Can I be issued with a letter confirming my exams results whilst I am still waiting for a certificate?

- Yes

26. Where can I get it?

- Confirmation letters are issued by the DHET Examinations Section. Once application for a certificate is approved, a confirmation letter is forwarded to the college where you wrote your exams. Students are advised to fetch confirmation letters at their colleges.

SECTION 4: SCHOLARSHIPS

27. Does the DHET offer Scholarships for Studying Abroad?

- The Department of Higher Education and Training (DHET) receives different international scholarships from a number of countries with which the DHET partners with as part of government to government relations (i.e. Russia, Chile, China and European Union). Please be informed that these offers come with different requirements and fields of study.
- In light of this we would like to encourage you to visit the DHET Website(link: <http://www.dhet.gov.za/internationalScholarships/>) as well as Universities South Africa (USA) – www.usa.org.za) website regularly so that you may be able to access available information on further Education and training opportunities.

For further information please do not hesitate to contact the international relations office on the following: email: internationalscholarships@dhet.gov.za or Tel: 012 312 6027.

SECTION 6: QUALIFICATION VERIFICATION

28. How do I verify my university qualification for purpose of working overseas?

To authenticate your university Qualifications:

- You can either come directly to the DHET at the following address: The Department of Higher Education and Training, 123 Frances Baard Street(former Schoeman Street) and corner Sophie De Bruyn(former Schubbart Street), we are just opposite the magistrate court in Pretoria, and/or
- By courier: You need to send the original certificates and copies that you would like to have authenticated/verified. The courier should deliver first to The Department of Higher Education and Training, 123 Frances Baard Street, Pretoria, 0002 Att: Boitumelo Choenyane or Faith Sehoa - 012 312 5246/5358, Room 544 Floor 5.

When the Department is done with your application, you will either receive an sms or a call advising you to arrange with your courier company to come collect the documents.

Kindly note that the above street address is only applicable when you use a courier service and not the post office. If you want to send us your documents by post, the correct address is Private Bag X174, Pretoria, 0001, Att: Boitumelo Choenyane or Faith Sehoa, room 544.

The process is only done in Pretoria and is free of charge.

Then your courier company will have to take them to The Department of International Relations and Cooperation, Legislation Office, Consulate Section, Ground Floor, 460 Soutpansberg Road, Rietondale, Pretoria-O.R. TAMBO building to have them apostilled .Att: Ms Du Plessis at 012 351 1268/9. They will most probably call you to arrange to have your courier service come collect them and send them either to yourself or whichever other place that you want them to go to when they are done.

SECTION 7: PAST EXAMINATION PAPERS

29. How does one access past question papers and memos?

They can be accessed through the South African Principal Organization, through the number 0123230267 or the main office which is at the Tshwane North College at a cost of 80 per page

SECTION 8: LEARNERSHIPS

30. What is a learnership and how does one qualify for it?

A learnership is a work-based learning programme that leads to a nationally recognised qualification registered on the National Qualifications Framework (NQF). Learnerships are available for young people who are just leaving school, college or other training institutions after completing some formal education, as well as for the unemployed. People entering a learnership must be at least 16 years old and younger than 35 years. It usually takes a year to complete a learnership whereby 6 months is for theory and the other 6 months for work based experience, but it can also be more than a year.

SETAs organise and facilitate the funding of learnerships in a specific area of the economy. A person can apply for a learnership by registering with the Department of Labour as a job seeker at any of the Labour Centres Nationwide or can contact any of the 21 SETAs. People entering learnerships do not have pay anything for the programme itself.

31. How can one apply for the National Skills Fund to start a business/train employees?

An application in the form of a proposal stating the kind of business and all it entails must be completed and forwarded to DHET in a drop box at the reception. It will be assessed and if it meets all the necessary requirements then the funding is approved.

32. The duration of courses offered by SETAs

SETAs accredit colleges or training centres to offer short courses. Usually the duration of a course is less than 12 months unless specified, in some courses it is more than that depending on the nature of the qualification or learnership.

33. How do I check if a qualification is accredited by the SETAs

You contact the relevant SETA, ask to be transferred to their accreditation section which is where they will check whether that specific course is accredited or not.